

CHECKLIST

Only complete manuscript submissions will be considered for publication. Complete submission must include:

- ☐ Cover letter for manuscript submission
- ☐ Signed conflict of interest disclosure statement
- ☐ Signed copyright transfer statement
- ☐ Manuscript in MS Word format

AND, where applicable

- ☐ Letter of approval from review committee for use of human samples in research and human experiments
- ☐ Letter of approval from relevant authority for use of animals in experiments
- ☐ Signed consent to publish (in print and online) from human subjects who can be identified in your manuscript
- ☐ Letter(s) of permission from copyright holder(s) to use copyrighted sources in your manuscript

In the actual article, ensure that the following information is provided:

- ☐ Title page (double spaced)
 - ☐ Article category
 - ☐ Article title
 - ☐ Name(s), academic degree(s) and affiliation(s) of author(s)
 - ☐ Corresponding author details (name, e-mail, mailing address, telephone and fax numbers)
- ☐ Abstract and 3–5 key words/MeSH terms (double spaced)
- ☐ Main text (double spaced)
- ☐ References (double spaced)
 - ☐ Include last names and initials of all authors up to 6. If more than 6 authors, than the first 6 authors are listed, followed by “et al”

AND, where applicable

- ☐ Tables (double spaced), each on a new page
- ☐ Figure legends (double spaced), on a new page
- ☐ Electronic picture files of all figures (resolution of 300 dpi)